Device System Transactions

The system transaction process allows the POS device to accept transactions from the provider, process transactions within the CA-MMIS system and produce a formatted response back to the provider.
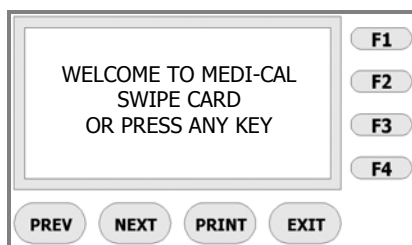
Overview

The system transaction process includes the following transactions:

- Help
- Connectivity Test
- Password Reset
- Date/Time Inquiry
- Software Download Request
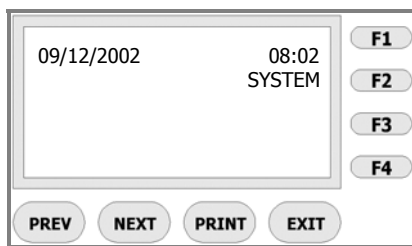- System Parameter Update
- Device Setup

If you have questions regarding the operation of the POS device, the meaning of messages, or what to enter at a given prompt, refer to the appropriate section of your *POS Device User Guide* or call the POS/Internet Help Desk at 1-800-427-1295.

Beginning a Transaction

The first screen displayed on the POS device is the welcome screen. You can either swipe a Benefits Identification Card (BIC) through the card reader, or press any key to display the main menu screen.

```
┌─────────────────────────────┐
│  ┌───────────────────┐  (F1) │
│  │                   │       │
│  │ WELCOME TO MEDI-CAL│ (F2) │
│  │    SWIPE CARD      │       │
│  │  OR PRESS ANY KEY  │ (F3) │
│  │                   │       │
│  │                   │  (F4) │
│  └───────────────────┘       │
│  (PREV) (NEXT) (PRINT) (EXIT)│
└─────────────────────────────┘
```

The Main Menu screen:

```
┌─────────────────────────────┐
│  ┌───────────────────┐  (F1) │
│  │ 09/12/2002   08:02 │       │
│  │            SYSTEM  │ (F2) │
│  │                   │  (F3) │
│  │                   │       │
│  │                   │  (F4) │
│  └───────────────────┘       │
│  (PREV) (NEXT) (PRINT) (EXIT)│
└─────────────────────────────┘
```

Accessing System

Select "SYSTEM" from the main menu by pressing the corresponding function <F> key.

```
┌─────────────────────────┐
│  ┌───────────────────┐ ( F1 ) │
│  │ 09/12/2002   08:02│       │
│  │              SYSTEM│ ( F2 ) │
│  │                   │ ( F3 ) │
│  │                   │       │
│  │                   │ ( F4 ) │
│  └───────────────────┘       │
│  (PREV) (NEXT) (PRINT) (EXIT) │
└─────────────────────────┘
```
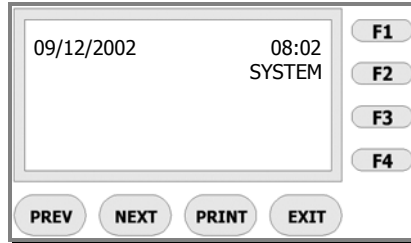
The system menu displays. Select a transaction by pressing the corresponding function <F> key. Press <NEXT> to scroll through the entire list. Press <PREV> to return to the top of the list.

```
┌─────────────────────────┐
│  ┌───────────────────┐ ( F1 ) │
│  │ SYSTEM       HELP │       │
│  │              TEST │ ( F2 ) │
│  │          PASSWORD │ ( F3 ) │
│  │ ↓                 │ ( F4 ) │
│  └───────────────────┘       │
│  (PREV) (NEXT) (PRINT) (EXIT) │
└─────────────────────────┘
```

```
┌─────────────────────────┐
│  ┌───────────────────┐ ( F1 ) │
│  │       DATE/TIME   │       │
│  │ ↑     DOWNLOAD    │ ( F2 ) │
│  │    PARAM UPDATE   │ ( F3 ) │
│  │    DEVICE SETUP   │ ( F4 ) │
│  └───────────────────┘       │
│  (PREV) (NEXT) (PRINT) (EXIT) │
└─────────────────────────┘
```
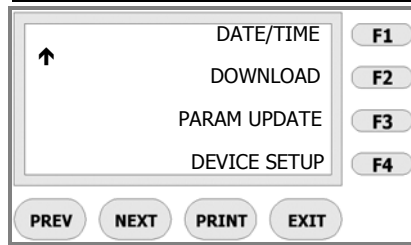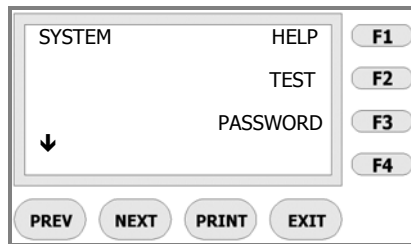
Help Transaction:
An Overview

The "Help" transaction has two types of help: California Medi-Cal Management Information System (CA-MMIS) or online help.

CA-MMIS help, accessed from the system menu, prompts you to enter the CA-MMIS element number of the field you are inquiring about. The system submits a transaction to CA-MMIS and a description of that field displays.

Online help, accessed by pressing <F1>, displays a description of the current field.

CA-MMIS Help Transaction

Select "HELP" from the system menu by pressing the corresponding function <F> key.

Shortcut Key

When you choose "HELP" from the system menu, the POS device prompts you for your shortcut key. If you have activated this function, enter your shortcut key and press <ENTER>. This populates with the provider number field. Otherwise, press <ENTER> to skip this function.

To set up a shortcut key, refer to "Device Setup" later in this section.

```
HELP                           F1

                               F2

ENTER SHORTCUT KEY:            F3
                        XX     F4

PREV   NEXT   PRINT   EXIT
```

Provider Number

This field populates with the provider number when the shortcut key has been activated. Press <ENTER>. Otherwise, enter your provider number and then press <ENTER>.

```
HELP                           F1

                               F2

PROVIDER NUMBER:               F3
              XXXXXXXXX         F4

PREV   NEXT   PRINT   EXIT
```

PIN

The POS device prompts you to enter your provider identification number (PIN). Enter your PIN and press <ENTER>. The POS device displays asterisks instead of your PIN for security purposes.

```
HELP                          F1

                              F2

PIN:                          F3
                   ******
                              F4

  PREV    NEXT    PRINT   EXIT
```

CA-MMIS Element Number

The POS device prompts you to enter the CA-MMIS element number that is associated with the field in question. Refer to the CA-MMIS element numbers list located in the appendix in the back of this user guide.

Enter the CA-MMIS element number and press <ENTER>.

```
HELP                          F1

                              F2

                              F3

CA-MMIS #:  1406              F4

  PREV    NEXT    PRINT   EXIT
```

Send/Re-Edit

All of the specific fields have been entered. If the data is correct, select "SEND." If you need to correct the data that you entered, select "RE-EDIT."

```
HELP              SEND        F1

                RE-EDIT       F2

                              F3

                              F4

  PREV    NEXT    PRINT   EXIT
```

After you select "SEND," the following screens display to indicate that the POS device is processing your transaction and sending it to the Medi-Cal host computer.

HELP	F1
	F2
	F3
DIAL PRIMARY...	F4

PREV   NEXT   PRINT   EXIT

HELP	F1
	F2
	F3
RECEIVING...	F4

PREV   NEXT   PRINT   EXIT

The following sample screen displays the CA-MMIS element number (1406/Hospital Admission Date) message generated from the help transaction.

HELP ENTER THE DATE THAT THE RECIPIENT WAS ADMITTED INTO THE HOSPITAL IN THE YY-MM-DD FORMAT.	F1
	F2
	F3
	F4

PREV   NEXT   PRINT   EXIT

Online Help Transaction

Press the <F1> key at any data entry field to activate "Online Help." A help transaction is generated in that particular field and displays text describing the purpose of that field. The following sample screen displays "ONLINE HELP" for the recipient's date of birth field.

```
ONLINE HELP                      [ F1 ]
INPUT THE RECIPIENT'S CENTURY,
YEAR & MONTH OF BIRTH.  THE      [ F2 ]
CORRECT FORMAT IS: CCYY-MM-DD
                                 [ F3 ]

                                 [ F4 ]


( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```

Transaction Completion

When the system returns the help information, you can press <PRINT> to print the response or view the response on the screen. The response screen may contain an arrow pointing down. This arrow indicates that the message continues on the next screen. Press <NEXT> to scroll to the next screen of the response, or press <PREV>, if you see an arrow pointing up, to view the previous screen of the response.

After viewing the final screen of the response, press <ENTER> to view any provider mail. Press <CANCEL> to return to the main menu.

**Connectivity Test
Transaction: An Overview**

The "Connectivity Test" transaction serves two purposes:

- To activate the appropriate POS software device functionality for a specific provider.
- To enable providers to advise EDS electronically that they have received and are using the authorized POS device.

**Connectivity Test
Transaction**

Select "TEST" from the system menu by pressing the corresponding function <F> key. The following screens prompt you through the test option.

Shortcut Key

When you choose "TEST" from the system menu, the POS device prompts you for your shortcut key. If you have activated this function, enter your shortcut key and press <ENTER>. This populates with the provider number field. Otherwise, press <ENTER> to skip this function.

To set up a shortcut key, refer to "Device Setup" later in this section.

```
TEST                          ( F1 )
                              ( F2 )
  ENTER SHORTCUT KEY:         ( F3 )
                      XX      ( F4 )

( PREV ) ( NEXT ) ( PRINT ) ( EXIT )
```

Provider Number

This field populates with the provider number when the shortcut key has been activated. Press <ENTER>. Otherwise, the POS device prompts you to enter your provider number and then press <ENTER>.

```
TEST                          ( F1 )
                              ( F2 )
  PROVIDER NUMBER:            ( F3 )
              XXXXXXXX        ( F4 )

( PREV ) ( NEXT ) ( PRINT ) ( EXIT )
```

PIN

The POS device prompts you to enter your provider identification number (PIN). Enter your PIN and press <ENTER>. The POS device displays asterisks instead of your PIN for security purposes.

```
┌─────────────────────────────────┐
│  ┌──────────────────┐   ( F1 )   │
│  │ TEST             │            │
│  │                  │   ( F2 )   │
│  │                  │   ( F3 )   │
│  │ PIN:             │            │
│  │         ******   │   ( F4 )   │
│  └──────────────────┘            │
│  ( PREV ) ( NEXT ) ( PRINT ) ( EXIT ) │
└─────────────────────────────────┘
```

Submitter ID

Pharmacy transactions on the POS device require you to enter a submitter ID. Enter the ID and press <ENTER>. Press <NEXT> if your transaction is not pharmacy.

```
┌─────────────────────────────────┐
│  ┌──────────────────┐   ( F1 )   │
│  │ TEST             │   ( F2 )   │
│  │                  │            │
│  │ SUBMITTER ID:    │   ( F3 )   │
│  │            XXX   │   ( F4 )   │
│  └──────────────────┘            │
│  ( PREV ) ( NEXT ) ( PRINT ) ( EXIT ) │
└─────────────────────────────────┘
```

Send/Re-Edit

All of the specific fields have been entered. If the information is correct, select "SEND." If you need to correct the information that you entered, select "RE-EDIT."

```
┌─────────────────────────────────┐
│  ┌──────────────────┐   ( F1 )   │
│  │ TEST       SEND  │            │
│  │            RE-EDIT│  ( F2 )   │
│  │                  │   ( F3 )   │
│  │                  │   ( F4 )   │
│  └──────────────────┘            │
│  ( PREV ) ( NEXT ) ( PRINT ) ( EXIT ) │
└─────────────────────────────────┘
```

After you select "SEND" the following screens display to indicate that the POS device is processing your transaction and sending it to the Medi-Cal host computer.

```
┌─────────────────────────────┐  ┌────┐     ┌─────────────────────────────┐  ┌────┐
│ TEST                        │  │ F1 │     │ TEST                        │  │ F1 │
│                             │  ├────┤     │                             │  ├────┤
│                             │  │ F2 │     │                             │  │ F2 │
│                             │  ├────┤     │                             │  ├────┤
│                             │  │ F3 │     │                             │  │ F3 │
│                             │  ├────┤     │                             │  ├────┤
│ DIAL PRIMARY...             │  │ F4 │     │ RECEIVING...                │  │ F4 │
└─────────────────────────────┘  └────┘     └─────────────────────────────┘  └────┘
  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )      ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```

Transaction Completion

When the system returns the response message, you can press <PRINT> to print the response or view the response on the screen. When you are viewing the response on the screen, the response screen may contain an arrow pointing down. This arrow indicates that the message continues on the next screen. Press <NEXT> to scroll to the next screen of the response, or press <PREV>, if you see an arrow pointing up, to view the previous screen of the response.

After the final screen of your response, press <ENTER> to view any provider mail.

```
┌─────────────────────────────┐  ┌────┐
│ TEST                        │  │ F1 │
│                             │  ├────┤
│  TEST TRANS COMPLETE        │  │ F2 │
│  APPLICATIONS               │  ├────┤
│  ACTIVATED                  │  │ F3 │
│                             │  ├────┤
│                             │  │ F4 │
└─────────────────────────────┘  └────┘
  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```
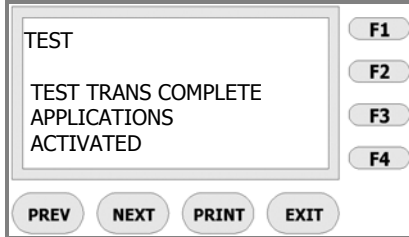
Upon successful completion of the connectivity test, press <CANCEL> to return to the main menu. The main menu screen displays the transactions added.

```
┌─────────────────────────────┐  ┌────┐     ┌─────────────────────────────┐  ┌────┐
│ 09/12/2002          08:02   │  │ F1 │     │ 09/12/2002          08:02   │  │ F1 │
│                             │  ├────┤     │                             │  ├────┤
│               ELIGIBILITY   │  │ F2 │     │               ELIGIBILITY   │  │ F2 │
│                    SYSTEM   │  ├────┤     │                  PHARMACY   │  ├────┤
│                             │  │ F3 │     │                    SYSTEM   │  │ F3 │
│                             │  ├────┤     │                             │  ├────┤
│                             │  │ F4 │     │                             │  │ F4 │
└─────────────────────────────┘  └────┘     └─────────────────────────────┘  └────┘
  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )      ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```
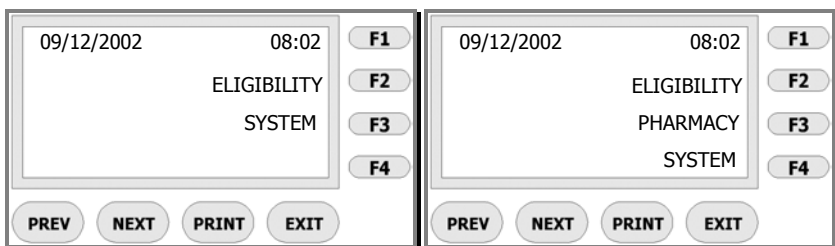
Password Reset Transaction: An Overview	The "Password Reset" transaction resets the password on the POS device in the event that the password is changed or misplaced. This password is required when accessing other system functions.
	A specific password, called security data, is required. Please contact the POS/Internet Help Desk at 1-800-427-1295 for the required password before starting this transaction. Each time you call the POS/Internet Help Desk for the password, the password will change.
Password Reset Transaction	Select **"PASSWORD"** from the system menu by pressing the corresponding function <F> key. The following screens prompt you through the password reset option.
Shortcut Key	When you choose "PASSWORD" from the system menu, the POS device prompts you to enter your shortcut key. If you have activated this function, enter your shortcut key and press <ENTER>. This populates with the provider number field. Otherwise, press <ENTER> to skip this function.
	To set up a shortcut key, refer to "Device Setup" later in this section.

```
┌─────────────────────────────────┐
│  ┌──────────────────────┐  ┌────┐│
│  │                      │  │ F1 ││
│  │ PASSWORD             │  └────┘│
│  │                      │  ┌────┐│
│  │                      │  │ F2 ││
│  │                      │  └────┘│
│  │  ENTER SHORTCUT KEY: │  ┌────┐│
│  │                      │  │ F3 ││
│  │                  XX  │  └────┘│
│  │                      │  ┌────┐│
│  └──────────────────────┘  │ F4 ││
│                            └────┘│
│  ┌─────┐ ┌─────┐ ┌─────┐ ┌─────┐ │
│  │PREV │ │NEXT │ │PRINT│ │EXIT │ │
│  └─────┘ └─────┘ └─────┘ └─────┘ │
└─────────────────────────────────┘
```

Provider Number	This field populates with the provider number when the shortcut key has been activated. Press <ENTER>. Otherwise, the POS device prompts you to enter your provider number and then press <ENTER>.

```
┌─────────────────────────────────┐
│  ┌──────────────────────┐  ┌────┐│
│  │PASSWORD              │  │ F1 ││
│  │                      │  └────┘│
│  │                      │  ┌────┐│
│  │                      │  │ F2 ││
│  │                      │  └────┘│
│  │ PROVIDER NUMBER:     │  ┌────┐│
│  │                      │  │ F3 ││
│  │         XXXXXXXXX    │  └────┘│
│  │                      │  ┌────┐│
│  └──────────────────────┘  │ F4 ││
│                            └────┘│
│  ┌─────┐ ┌─────┐ ┌─────┐ ┌─────┐ │
│  │PREV │ │NEXT │ │PRINT│ │EXIT │ │
│  └─────┘ └─────┘ └─────┘ └─────┘ │
└─────────────────────────────────┘
```

Security Password

The POS device prompts you for your security password. Enter the security password supplied by the POS/Internet Help Desk and press <ENTER>.

```
PASSWORD                          F1

                                  F2

SECURITY INFORMATION:             F3
              XXXXXXXX            F4

   PREV    NEXT    PRINT    EXIT
```

Send/Re-Edit

All of the specific fields have been entered. If the information is correct, select "SEND." If you need to correct the information that you entered, select "RE-EDIT."

```
PASSWORD          SEND            F1

                  RE-EDIT         F2

                                  F3

                                  F4

   PREV    NEXT    PRINT    EXIT
```

After you select "SEND," the following screens display to indicate that the POS device is processing your transaction and sending it to the Medi-Cal host computer.

```
PASSWORD               F1          PASSWORD               F1

                       F2                                 F2

                       F3                                 F3

DIAL PRIMARY...        F4          RECEIVING...           F4

  PREV  NEXT  PRINT  EXIT            PREV  NEXT  PRINT  EXIT
```

Transaction Completion

When the system returns a response message, press <PRINT> to print the response or view the response on the screen. When you are viewing the response on the screen, the response screen may contain an arrow pointing down. This arrow indicates that the message continues on the next screen. Press <NEXT> to scroll to the next screen of the response, or press <PREV>, if you see an arrow pointing up, to view the previous screen of the response.

After the final screen of your response, press <ENTER> to view provider mail. Press <CANCEL> to return to the main menu.

```
+------------------------------------+
|  +----------------------+  ( F1 )  |
|  | PASSWORD             |          |
|  |                      |  ( F2 )  |
|  | PASSWORD RESET       |          |
|  | COMPLETE             |  ( F3 )  |
|  | NEW PASSWORD IS: XXXXXX |       |
|  +----------------------+  ( F4 )  |
|                                    |
|  ( PREV ) ( NEXT ) ( PRINT ) ( EXIT ) |
+------------------------------------+
```

Note: If you misplace this password, return to the password selection on the system main menu and repeat the process to create a new password.

Date/Time Inquiry Transaction: An Overview	The "Date/Time Inquiry" transaction resets the date and time on the POS device to the current California local date and time so the operator does not need to initiate any software maintenance for this function.

An unsuccessful transaction can be the result of a number of issues, for example, an invalid provider number or PIN entered, the system is currently not available, or the software on the POS device is no longer valid (which will require an immediate software upgrade). Select Date/Time from the second page of the system main menu.

Date/Time Inquiry Transaction	Select "DATE/TIME" from the system menu by pressing the corresponding function <F> key. The following screens prompt you through the date/time inquiry option.

Shortcut Key	When you choose "DATE/TIME" from the system menu, the POS device prompts you for your shortcut key. If you have activated this function, enter your shortcut key and press <ENTER>. This populates with the provider number field. Otherwise, press <ENTER> to skip this function.

To set up a shortcut key, refer to "Device Setup" later in this section.

```
┌─────────────────────────────────────┐
│  ┌──────────────────────┐   ( F1 )   │
│  │ DATE/TIME            │            │
│  │                      │   ( F2 )   │
│  │                      │            │
│  │ ENTER SHORTCUT KEY:  │   ( F3 )   │
│  │                  XX  │            │
│  │                      │   ( F4 )   │
│  └──────────────────────┘            │
│  ( PREV ) ( NEXT ) ( PRINT ) ( EXIT )│
└─────────────────────────────────────┘
```

Provider Number	This field populates with the provider number when the shortcut key has been activated. Press <ENTER>. Otherwise, the POS device prompts you to enter your provider number and then press <ENTER>.

```
┌─────────────────────────────────────┐
│  ┌──────────────────────┐   ( F1 )   │
│  │ DATE/TIME            │            │
│  │                      │   ( F2 )   │
│  │                      │            │
│  │ PROVIDER NUMBER:     │   ( F3 )   │
│  │           XXXXXXXXX  │            │
│  │                      │   ( F4 )   │
│  └──────────────────────┘            │
│  ( PREV ) ( NEXT ) ( PRINT ) ( EXIT )│
└─────────────────────────────────────┘
```

PIN

The POS device prompts you to enter your provider identification number (PIN). Enter your PIN and press <ENTER>. The POS device displays asterisks instead of your PIN for security purposes.

```
DATE/TIME                      F1

                               F2

                               F3
PIN:
                  ******       F4

  PREV    NEXT    PRINT   EXIT
```

Send/Re-Edit

All of the specific fields have been entered. If the information is correct, select "SEND." If you need to correct the information that you entered, select "RE-EDIT."

```
DATE/TIME          SEND        F1

                 RE-EDIT       F2

                               F3

                               F4

  PREV    NEXT    PRINT   EXIT
```

After you select "SEND," the following screens display to indicate that the POS device is processing your transaction and sending it to the Medi-Cal host computer.

```
┌──────────────────────────────┐
│ ┌────────────────────┐  ┌──┐ │
│ │DATE/TIME           │  │F1│ │
│ │                    │  └──┘ │
│ │                    │  ┌──┐ │
│ │                    │  │F2│ │
│ │                    │  └──┘ │
│ │                    │  ┌──┐ │
│ │                    │  │F3│ │
│ │                    │  └──┘ │
│ │DIAL PRIMARY...     │  ┌──┐ │
│ │                    │  │F4│ │
│ └────────────────────┘  └──┘ │
│ (PREV) (NEXT) (PRINT) (EXIT) │
└──────────────────────────────┘
```

```
┌──────────────────────────────┐
│ ┌────────────────────┐  ┌──┐ │
│ │DATE/TIME           │  │F1│ │
│ │                    │  └──┘ │
│ │                    │  ┌──┐ │
│ │                    │  │F2│ │
│ │                    │  └──┘ │
│ │                    │  ┌──┐ │
│ │                    │  │F3│ │
│ │                    │  └──┘ │
│ │RECEIVING...        │  ┌──┐ │
│ │                    │  │F4│ │
│ └────────────────────┘  └──┘ │
│ (PREV) (NEXT) (PRINT) (EXIT) │
└──────────────────────────────┘
```

Transaction Completion

When the system returns a response message, press <PRINT> to print the response or view the response on the screen. When you are viewing the response on the screen, the response screen may contain an arrow pointing down. This arrow indicates that the message continues on the next screen. Press <NEXT> to scroll to the next screen of the response, or press <PREV>, if you see an arrow pointing up, to view the previous screen of the response.

After the final screen of your response, press <ENTER> to view any provider mail. Press <CANCEL> to return to the main menu.

```
┌──────────────────────────────┐
│ ┌────────────────────┐  ┌──┐ │
│ │DATE/TIME           │  │F1│ │
│ │TRANSACTION COMPLETE│  └──┘ │
│ │DATE/TIME SET TO:   │  ┌──┐ │
│ │          09/12/2002│  │F2│ │
│ │          12:35:56  │  └──┘ │
│ │                    │  ┌──┐ │
│ │                    │  │F3│ │
│ │                    │  └──┘ │
│ │                    │  ┌──┐ │
│ │                    │  │F4│ │
│ └────────────────────┘  └──┘ │
│ (PREV) (NEXT) (PRINT) (EXIT) │
└──────────────────────────────┘
```

Software Download Request Transaction: An Overview

The "Software Download Request" transaction upgrades the software on the POS device to the current version of VeriFone software so the provider does not have to initiate any system-type function. The software upgrade (SU) notification comes from any transaction, or from this specific transaction, and is performed as an immediate software upgrade or a scheduled software upgrade.

Software Download Request Transaction

Select "DOWNLOAD" from the system menu by pressing the corresponding function <F> key. The following instructions prompt you through the "Download Request" option.

Immediate Upgrade

In the event of an immediate software upgrade, the transaction being performed is unable to be completed by the CA-MMIS system. The device returns a message indicating that an immediate software upgrade is required before the transaction can be processed by CA-MMIS. The device switches to system mode where it requests the user to press <ENTER> to connect to a POS server and download the latest software version.

Scheduled Upgrade

In the event of a scheduled (automatic) software upgrade, the transaction being performed continues, but the device returns a provider mail message showing the scheduled time for the SU. The device automatically connects to the POS server at the scheduled time, between 18:00 – 06:50, and downloads the latest software version. <u>You must leave the device on for this to be activated.</u>

Shortcut Key

When you choose "DOWNLOAD" from the system menu, the POS device prompts you for your shortcut key. If you have activated this function, enter your shortcut key and press <ENTER>. This populates with the provider number field. Otherwise, press <ENTER> to skip this function.

To set up a shortcut key, refer to "Device Setup" later in this section.

Provider Number

This field populates with the provider number when the shortcut key has been activated. Press <ENTER>. Otherwise, the POS device prompts you to enter your provider number and then press <ENTER>.

```
┌─────────────────────────────┐  ┌────┐
│  DOWNLOAD                   │  │ F1 │
│                             │  └────┘
│                             │  ┌────┐
│                             │  │ F2 │
│  ENTER PROVIDER NUMBER:     │  └────┘
│              XXXXXXXXX       │  ┌────┐
│                             │  │ F3 │
│                             │  └────┘
│                             │  ┌────┐
│                             │  │ F4 │
└─────────────────────────────┘  └────┘
  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```

PIN

The POS device prompts you to enter your provider identification number (PIN). Enter your PIN and press <ENTER>. The POS device displays asterisks instead of your PIN for security purposes.

```
┌─────────────────────────────┐  ┌────┐
│  DOWNLOAD                   │  │ F1 │
│                             │  └────┘
│                             │  ┌────┐
│                             │  │ F2 │
│  PIN:                       │  └────┘
│              ******          │  ┌────┐
│                             │  │ F3 │
│                             │  └────┘
│                             │  ┌────┐
│                             │  │ F4 │
└─────────────────────────────┘  └────┘
  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```

Send/Re-Edit

All of the specific fields have been entered. If the information is correct, select "SEND." If you need to correct the information that you entered, select "RE-EDIT."

```
┌─────────────────────────────┐  ┌────┐
│  DOWNLOAD            SEND    │  │ F1 │
│                             │  └────┘
│                  RE-EDIT    │  ┌────┐
│                             │  │ F2 │
│                             │  └────┘
│                             │  ┌────┐
│                             │  │ F3 │
│                             │  └────┘
│                             │  ┌────┐
│                             │  │ F4 │
└─────────────────────────────┘  └────┘
  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```

Immediate Download

After you select "SEND," the following screens display to indicate that the POS device is processing your transaction and sending it to the Medi-Cal host computer.

DOWNLOAD	F1
	F2
	F3
DIAL PRIMARY...	F4

PREV NEXT PRINT EXIT

DOWNLOAD	F1
	F2
	F3
RECEIVING...	F4

PREV NEXT PRINT EXIT
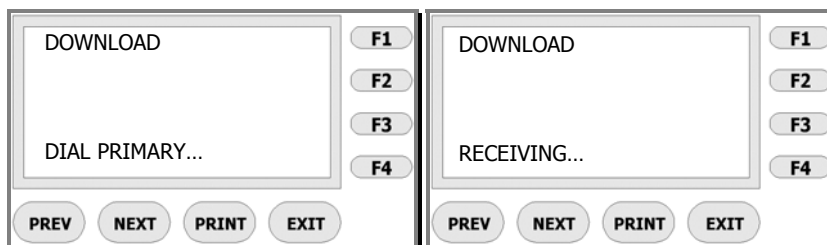
Press any key to continue. Another screen displays asking you to please wait.

RESPONSE RECEIVED PRESS ANY KEY TO GENERATE RECEIPT OR ANY KEY TO CONTINUE	F1
	F2
	F3
	F4

PREV NEXT PRINT EXIT

TERM DOWNLOAD	F1
	F2
	F3
PLEASE WAIT…	F4

PREV NEXT PRINT EXIT
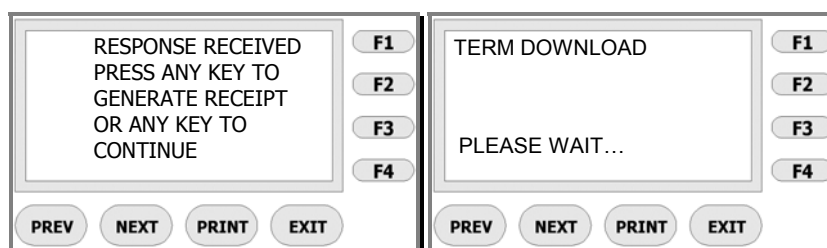
As the download progresses, the underscores (_) will change to asterisks (*). This process may take up to 12 minutes, depending on how much new software is being transferred to your POS device.

TERM DOWNLOAD ----------	F1
	F2
	F3
PLEASE WAIT…	F4

PREV NEXT PRINT EXIT

TERM DOWNLOAD **********	F1
	F2
	F3
PLEASE WAIT…	F4

PREV NEXT PRINT EXIT
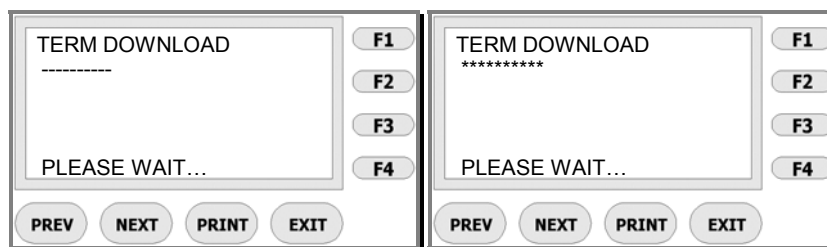
Transaction Complete

When the system returns a response message, press <PRINT> to print the response or view the response on the screen. When you are viewing the response on the screen, the response screen may contain an arrow pointing down. This arrow indicates that the message continues on the next screen. Press <NEXT> to scroll to the next screen of the response, or press <PREV>, if you see an arrow pointing up, to view the previous screen of the response.

After the final screen of your response, press <ENTER> to view any provider mail. Press <CANCEL> to return to the main menu.

Scheduled Download

A download confirmation screen displays when the download transaction is complete.

```
DOWNLOAD                          F1
SCHEDULED DOWNLOAD
COMPLETE                          F2
AUTOMATIC SOFTWARE
DOWNLOAD SCHEDULED                F3
DEVICE WILL DOWNLOAD AT:
                  HH:MM           F4

PREV    NEXT    PRINT    EXIT
```
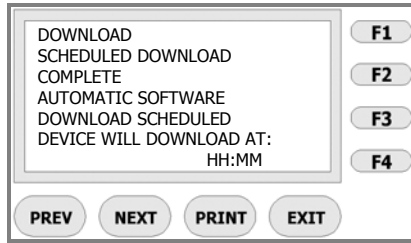
The welcome screen displays when the transmission is complete.

```
                                  F1
  WELCOME TO MEDI-CAL             F2
      SWIPE CARD
   OR PRESS ANY KEY              F3
                                  F4

PREV    NEXT    PRINT    EXIT
```

Warning: After the software downloads, you must perform another connectivity test. Please refer to "Connectivity Test Transaction" instructions earlier in this section.

System Parameter Update Transaction: An Overview	The "System Parameter Update" transaction is used to change values within the device when errors occur with the following:

- Primary telephone number
- Secondary telephone number
- Modem speed
- Date format
- Receipt header and footer

These values can be changed only under the direction of the POS/Internet Help Desk.

Refer to the *Troubleshooting* section of this guide for instructions when you receive an error message. If you cannot locate the meaning of an error message or cannot understand an error message, call the POS/Internet Help Desk at 1-800-427-1295. The POS/Internet Help Desk may instruct you to perform a system parameter update.

System Parameter Update Transaction	Select "PARAM UPDATE" from the system menu by pressing the corresponding function <F> key. The POS/Internet Help Desk will direct you through the following screens, supplying you with the necessary provider and security information.
Shortcut Key	The POS device prompts you for your shortcut key. Press <ENTER> to skip this function.

```
PARAM UPDATE                    F1
                                F2
ENTER SHORTCUT KEY:             F3
                      XX        F4

PREV   NEXT   PRINT   EXIT
```

Provider Number

Enter the provider number supplied by the Help Desk and then press <ENTER>.

```
PARAM UPDATE                      F1

                                  F2

PROVIDER NUMBER:                  F3
            XXXXXXXX
                                  F4

PREV    NEXT    PRINT    EXIT
```

Security Information

Enter the security information supplied by the Help Desk and then press <ENTER>.

```
PARAM UPDATE                      F1

                                  F2

SECURITY INFORMATION:             F3
            XXXXXXXX
                                  F4

PREV    NEXT    PRINT    EXIT
```

Send/Re-Edit

All of the specific fields have been entered. If the information is correct, select "SEND." If you need to correct the information that you entered, select "RE-EDIT."

```
PARAM UPDATE         SEND         F1
                     RE-EDIT
                                  F2

                                  F3

                                  F4

PREV    NEXT    PRINT    EXIT
```

After you select "SEND," the following screens display to indicate that the POS device is processing your transaction and sending it to the Medi-Cal host computer.

PARAM UPDATE	F1
	F2
	F3
DIAL PRIMARY...	F4

PREV   NEXT   PRINT   EXIT

PARAM UPDATE	F1
	F2
	F3
RECEIVING...	F4

PREV   NEXT   PRINT   EXIT

RESPONSE RECEIVED PRESS PRINT KEY TO GENERATE RECEIPT OR ANY KEY TO CONTINUE	F1
	F2
	F3
	F4

PREV   NEXT   PRINT   EXIT

After you press the <PRINT> or any key, the response screen displays. The following sample screens display a parameter update for the beep command on your POS device.

PARAM UPDATE SYSTEM PARAM UPDATE BEEP1=0	F1
	F2
	F3
	F4

PREV   NEXT   PRINT   EXIT
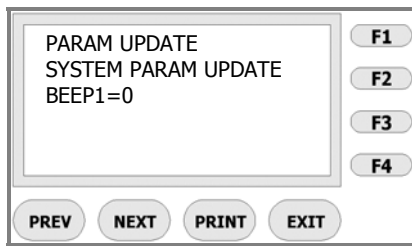
Press <NEXT> or <ENTER> to view text describing the specific parameter update performed.

```
PARAM UPDATE              F1
THIS PARAMETER SETS THE   F2
TERMINAL BEEP
OFF                       F3
                          F4

PREV   NEXT   PRINT   EXIT
```
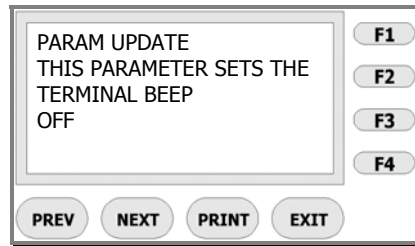
Send/Re-Edit   Press <EXIT> or CANCEL> to start the parameter update process.

```
PARAM UPDATE       SEND    F1
                RE-EDIT    F2
                           F3
                           F4

PREV   NEXT   PRINT   EXIT
```
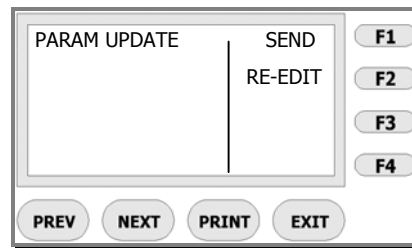
The terminal displays a blank screen while it updates the parameter and reboots the system. The welcome screen displays when the system reboots.

```
                           F1
                           F2
                           F3
                           F4

PREV   NEXT   PRINT   EXIT
```

```
                           F1
  WELCOME TO MEDI-CAL      F2
     SWIPE CARD
  OR PRESS ANY KEY         F3
                           F4

PREV   NEXT   PRINT   EXIT
```

**Device Setup Transaction:
An Overview**

The device setup transaction allows you to customize your POS device to meet specific needs. Providers can access the following functions:

- About
- Provider
- Terminal

The Medi-Cal support staff can access the following functions to modify the system as needs arise:

- Comm
- Download
- Printer
- Suite
- Date/Time
- Demo
- Passwords
- Reserved

Device Setup Transaction

Select "DEVICE SETUP" from the system menu by pressing the corresponding function <F> key.

```
SYSTEM                    HELP        F1

                          TEST        F2

                      PASSWORD        F3

  ↓                                   F4


  PREV     NEXT     PRINT     EXIT
```

```
                     DATE/TIME        F1

  ↑                   DOWNLOAD        F2

                  PARAM UPDATE        F3

                  DEVICE SETUP        F4


  PREV     NEXT     PRINT     EXIT
```
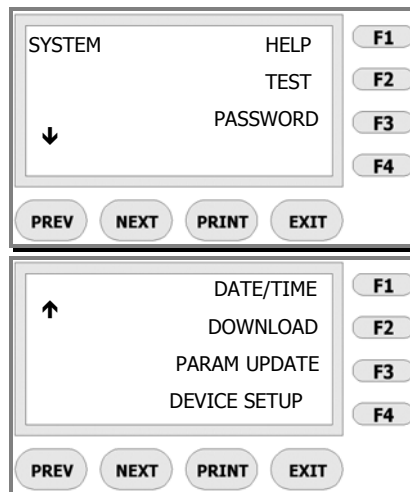
The following screens prompt you through device setup within the system.

Password

The POS device prompts you to enter your password. Enter your password and press <ENTER>. (If you have not changed the password, the device default password is six zeros "000000".) The POS device displays asterisks instead of your password for security purposes.

```
┌──────────────────────────┐
│  ┌────────────┐   ( F1 )  │
│  │            │   ( F2 )  │
│  │            │           │
│  │ PASSWORD:  │   ( F3 )  │
│  │     ****** │           │
│  │            │   ( F4 )  │
│  └────────────┘           │
│ (PREV) (NEXT) (PRINT) (EXIT)│
└──────────────────────────┘
```

Device Setup Menu

The "Device Setup" main menu displays. Select a transaction by pressing the corresponding function <F> key. Press <NEXT> to scroll through the entire list. Press <PREV> to return to the top of the list.

```
┌──────────────────────────────┐
│  ┌────────────────┐  ( F1 )  │
│  │ SETUP    ABOUT │          │
│  │        PROVIDER│  ( F2 )  │
│  │        TERMINAL│  ( F3 )  │
│  │ ↓              │  ( F4 )  │
│  └────────────────┘          │
│ (PREV) (NEXT) (PRINT) (EXIT) │
└──────────────────────────────┘
```

```
┌──────────────────────────────┐
│  ┌────────────────┐  ( F1 )  │
│  │ ↑ SETUP   COMM │          │
│  │       DOWNLOAD │  ( F2 )  │
│  │        PRINTER │  ( F3 )  │
│  │ ↓       SUITE  │  ( F4 )  │
│  └────────────────┘          │
│ (PREV) (NEXT) (PRINT) (EXIT) │
└──────────────────────────────┘
```

```
┌──────────────────────────────┐
│  ┌────────────────┐  ( F1 )  │
│  │ ↑ SETUP DATE/TIME│        │
│  │          DEMO  │  ( F2 )  │
│  │      PASSWORDS │  ( F3 )  │
│  │       RESERVED │  ( F4 )  │
│  └────────────────┘          │
│ (PREV) (NEXT) (PRINT) (EXIT) │
└──────────────────────────────┘
```

Accessing About

The "About" option displays information about your specific device. Select "ABOUT" from the device setup menu by pressing the corresponding function <F> key.

Press <NEXT> to scroll through the "About" information. Press <CANCEL> to return to the setup main menu.

```
+------------------------------------+
|  +------------------------+  [F1]  |
|  |      ABOUT             |         |
|  |                       |  [F2]   |
|  |  VeriFone SoftMed     |         |
|  |  Version XXXXXXXX     |  [F3]   |
|  |  Of XXXXXXX           |         |
|  |                       |  [F4]   |
|  +------------------------+         |
|  (PREV) (NEXT) (PRINT) (EXIT)      |
+------------------------------------+
```

```
+------------------------------------+
|  +------------------------+  [F1]  |
|  | Ram Size=xxxxxx        |         |
|  | I: Avail=xxxxxx        |  [F2]   |
|  | Flash Size=xxxxxxx     |         |
|  | F: Avail=xxxxxxx       |  [F3]   |
|  | Heap Size=xxxxxx       |         |
|  | Max Heap=xxxxx         |  [F4]   |
|  | Stack Size=xxxxx       |         |
|  | Max Stack=xxxx         |         |
|  +------------------------+         |
|  (PREV) (NEXT) (PRINT) (EXIT)      |
+------------------------------------+
```

```
+------------------------------------+
|  +------------------------+  [F1]  |
|  |      MODEM INFO        |         |
|  |  SENT XXXX            |  [F2]   |
|  |  144 VERIFONE ASPEN MODEM       |
|  |  144                  |  [F3]   |
|  |                       |         |
|  |                       |  [F4]   |
|  +------------------------+         |
|  (PREV) (NEXT) (PRINT) (EXIT)      |
+------------------------------------+
```

```
+------------------------------------+
|  +------------------------+  [F1]  |
|  |      MODEM INFO        |         |
|  |  SENT XXXX            |  [F2]   |
|  |                       |         |
|  |                       |  [F3]   |
|  |                       |         |
|  |                       |  [F4]   |
|  +------------------------+         |
|  (PREV) (NEXT) (PRINT) (EXIT)      |
+------------------------------------+
```

Accessing Provider

The "Provider" option allows you to customize your POS device. You can add a specific header and footer so that the response prints the information on your receipt. This option has space to add up to 10 provider numbers. You can also set up shortcut keys for specific provider numbers to help reduce keying errors. Refer to "Edit Shortcut Number" later in this section to set up your shortcut keys.

Select "PROVIDER" from the device setup menu by pressing the corresponding function <F> key.

The following screens prompt you through the "Provider" option.

The main provider screen displays the available provider number records for editing. The "PREV" and "NEXT" selections allow you to scroll through the list of available provider numbers. "SLCT" chooses the provider number you want to edit. The "EXIT" selection returns you to the setup main menu screen.

Scroll through the list of provider numbers until you find the one you want to edit, then choose "SLCT."

```
 _____
|                       |          ___ |
|  EDIT PROVIDER   PREV | F1      |
|                       | F2      |
|  #1/10:          NEXT |          |
|  XXXXXXXXX       SLCT | F3      |
|                       |          |
|                  EXIT | F4      |
|_____|_____|
|  ( PREV )( NEXT )( PRINT )( EXIT )  |
|_____|
```

The provider number record you selected displays. Select "EDIT" to perform the following functions:

- Edit the provider number
- Edit the header and footer information
- Set up provider-specific shortcut keys

```
 _____
|                       |          ___ |
|  EDIT PROVIDER   PREV | F1      |
|                       |          |
|  PROVIDER NUMBER NEXT | F2      |
|  XXXXXXXXX       EDIT | F3      |
|                       |          |
|                  EXIT | F4      |
|_____|_____|
|  ( PREV )( NEXT )( PRINT )( EXIT )  |
|_____|
```

Edit Provider Number

The "Edit Provider Number" option allows you to update the provider number record you selected. Select "EDIT" and the edit screen displays. Enter the new provider number and press <ENTER>.

```
EDIT PROVIDER        PREV       F1

PROVIDER NUMBER      NEXT       F2
XXXXXXXXX            EDIT       F3
NEW: XXXXXXXXX       EXIT       F4


PREV    NEXT    PRINT    EXIT
```

The new provider number that you entered displays on the screen. Select "EXIT" and a screen displays that prompts you to save your changes.

```
EDIT PROVIDER        PREV       F1

PROVIDER NUMBER      NEXT       F2
XXXXXXXXX            EDIT       F3
                     EXIT       F4


PREV    NEXT    PRINT    EXIT
```

Select "OK" to save your changes; select "CNCL" to disregard your changes.

```
EDIT PROVIDER        CNCL       F1

                       OK       F2
SAVE CHANGES?                   F3
                               F4


PREV    NEXT    PRINT    EXIT
```

The "OK" selection returns you to the main edit provider screen. From this screen you can perform other functions to customize your POS device.

```
EDIT PROVIDER        PREV       F1

#1/10:               NEXT       F2
XXXXXXXXX            SLCT       F3
                     EXIT       F4


PREV    NEXT    PRINT    EXIT
```

Edit Header "1" and "6"

The "Edit Header" option allows you to update the header information on the provider number record you selected. Select "EDIT" and the edit screen displays. Enter the header information and press <ENTER>. Refer to the *Sample Print Receipts* section in this user guide for an example of customized header information.

```
┌─────────────────────────────────┐
│  ┌──────────────────────┐  ┌──┐  │
│  │ EDIT PROVIDER │ PREV │  │F1│  │
│  │               │      │  └──┘  │
│  │ HEADER 1      │ NEXT │  ┌──┐  │
│  │               │      │  │F2│  │
│  │               │ EDIT │  └──┘  │
│  │               │      │  ┌──┐  │
│  │               │ EXIT │  │F3│  │
│  │               │      │  └──┘  │
│  │               │      │  ┌──┐  │
│  └──────────────────────┘  │F4│  │
│                            └──┘  │
│  (PREV) (NEXT) (PRINT) (EXIT)    │
└─────────────────────────────────┘
```

The header information that you entered displays on the screen. Select "EXIT" and a screen displays that prompts you to save your changes.

```
┌─────────────────────────────────┐
│  ┌──────────────────────┐  ┌──┐  │
│  │ EDIT PROVIDER │ PREV │  │F1│  │
│  │               │      │  └──┘  │
│  │               │ NEXT │  ┌──┐  │
│  │ HEADER 1      │      │  │F2│  │
│  │ JOHNSON HEADER 1 EDIT │  └──┘  │
│  │               │      │  ┌──┐  │
│  │               │ EXIT │  │F3│  │
│  │               │      │  └──┘  │
│  │               │      │  ┌──┐  │
│  └──────────────────────┘  │F4│  │
│                            └──┘  │
│  (PREV) (NEXT) (PRINT) (EXIT)    │
└─────────────────────────────────┘
```

Select "OK" to save your changes; select "CNCL" to abort your changes.

```
┌─────────────────────────────────┐
│  ┌──────────────────────┐  ┌──┐  │
│  │ EDIT PROVIDER │ CNCL │  │F1│  │
│  │               │      │  └──┘  │
│  │               │   OK │  ┌──┐  │
│  │ SAVE CHANGES? │      │  │F2│  │
│  │               │      │  └──┘  │
│  │               │      │  ┌──┐  │
│  │               │      │  │F3│  │
│  │               │      │  └──┘  │
│  │               │      │  ┌──┐  │
│  └──────────────────────┘  │F4│  │
│                            └──┘  │
│  (PREV) (NEXT) (PRINT) (EXIT)    │
└─────────────────────────────────┘
```

The "OK" selection returns you to the main edit provider screen. From this screen you can perform other functions to customize your POS device.

```
┌─────────────────────────────────┐
│  ┌──────────────────────┐  ┌──┐  │
│  │ EDIT PROVIDER │ PREV │  │F1│  │
│  │               │      │  └──┘  │
│  │ #1/10:        │ NEXT │  ┌──┐  │
│  │ XXXXXXXXX     │      │  │F2│  │
│  │               │ SLCT │  └──┘  │
│  │               │      │  ┌──┐  │
│  │               │ EXIT │  │F3│  │
│  │               │      │  └──┘  │
│  │               │      │  ┌──┐  │
│  └──────────────────────┘  │F4│  │
│                            └──┘  │
│  (PREV) (NEXT) (PRINT) (EXIT)    │
└─────────────────────────────────┘
```

Edit Footer "4"

The "Edit Footer" option allows you to update the footer information on the provider number record you selected. Select "EDIT" and the edit screen displays. Enter the footer information and press <ENTER>.

```
EDIT PROVIDER        PREV    F1

FOOTER 4             NEXT    F2

                     EDIT    F3

                     EXIT    F4


 PREV    NEXT    PRINT    EXIT
```

The footer information that you entered displays on the screen. Select "EXIT" and a screen displays that prompts you to save your changes.

```
EDIT PROVIDER        PREV    F1

FOOTER 4             NEXT    F2
JOHNSON FOOTER 4     EDIT    F3

                     EXIT    F4


 PREV    NEXT    PRINT    EXIT
```

Select "OK" to save your changes; select "CNCL" to abort your changes.

```
EDIT PROVIDER        CNCL    F1

SAVE CHANGES?          OK    F2

                             F3

                             F4


 PREV    NEXT    PRINT    EXIT
```

The "OK" selection returns you to the main edit provider screen. From this screen you can perform other functions to customize your POS device.

```
EDIT PROVIDER        PREV    F1

#1/10:               NEXT    F2
XXXXXXXXX            SLCT    F3

                     EXIT    F4


 PREV    NEXT    PRINT    EXIT
```

Edit Shortcut Number

The "Edit Shortcut Number" option allows you to assign a two-digit number to the provider number record you selected. This will help to reduce keying errors.

Select "EDIT" and the edit screen displays. Enter the new shortcut number and press <ENTER>.

```
EDIT PROVIDER        PREV     F1

SHORTCUT NUMBER      NEXT     F2
XX
NEW: XX              EDIT     F3

                     EXIT     F4


  PREV    NEXT    PRINT    EXIT
```

The shortcut number that you entered displays on the screen. Select "EXIT" and a screen displays that prompts you to save your changes.

```
EDIT PROVIDER        PREV     F1

SHORTCUT NUMBER      NEXT     F2
XX
                     EDIT     F3

                     EXIT     F4


  PREV    NEXT    PRINT    EXIT
```

Select "OK" to save your changes; select "CNCL" to abort your changes.

```
EDIT PROVIDER        CNCL     F1

SAVE CHANGES?          OK     F2

                              F3

                              F4


  PREV    NEXT    PRINT    EXIT
```

The "OK" selection returns you to the main edit provider screen. From this screen you can perform other functions to customize your POS device.

```
 EDIT PROVIDER       PREV     F1

#1/10:               NEXT     F2
XXXXXXXXX
                     SLCT     F3

                     EXIT     F4


  PREV    NEXT    PRINT    EXIT
```

Accessing Terminal

The "Terminal" option allows you to setup a Private Automatic Branch Exchange (PABX) code.

Several additional functions are displayed under the terminal option. Do not select or change these functions unless instructed by the POS/Internet Help Desk.

Select "TERMINAL" from the device setup menu by pressing the corresponding function <F> key.

The following screen is the main terminal screen that displays the available functions for editing.

Choose "SLCT" to proceed to the next level of editing.

```
┌─────────────────────────────────────┐
│  ┌──────────────────────────┐  ┌────┐│
│  │ EDIT TERMINAL    PREV    │  │ F1 ││
│  │                          │  └────┘│
│  │ #1/1:            NEXT    │  ┌────┐│
│  │                          │  │ F2 ││
│  │                  SLCT    │  └────┘│
│  │                          │  ┌────┐│
│  │                  EXIT    │  │ F3 ││
│  │                          │  └────┘│
│  └──────────────────────────┘  ┌────┐│
│                                 │ F4 ││
│                                 └────┘│
│  ( PREV )( NEXT )( PRINT )( EXIT )    │
└─────────────────────────────────────┘
```

Edit PABX Code

The "Edit PABX Code" option allows you to assign a one to four-digit number to the device if needed for connecting with an outside telephone line.

Select "EDIT" and the edit screen displays. Enter the new PABX number and press <ENTER>.

The "PREV" and "NEXT" selections scroll through the list of available functions. The "EDIT" selection displays the edit screen for the function you want to edit. The "EXIT" selection returns you to the setup main menu screen.

```
EDIT TERMINAL          PREV        F1

PABX CODE              NEXT        F2
X
NEW: X                 EDIT        F3

                       EXIT        F4


  PREV    NEXT    PRINT    EXIT
```

The new PABX number that you entered displays on the screen. Select "EXIT" and a screen displays that prompts you to save your changes.

```
EDIT TERMINAL          PREV        F1

PABX CODE              NEXT        F2
X
                       EDIT        F3

                       EXIT        F4


  PREV    NEXT    PRINT    EXIT
```

Select "OK" to save your changes; select "CNCL" to abort your changes.

```
  ┌─────────────────────────────────────┐
  │ ┌──────────────────────┐   ┌────┐    │
  │ │ EDIT TERMINAL   CNCL │   │ F1 │    │
  │ │                      │   └────┘    │
  │ │ SAVE CHANGES?     OK │   ┌────┐    │
  │ │                      │   │ F2 │    │
  │ │                      │   └────┘    │
  │ │                      │   ┌────┐    │
  │ │                      │   │ F3 │    │
  │ │                      │   └────┘    │
  │ │                      │   ┌────┐    │
  │ │                      │   │ F4 │    │
  │ └──────────────────────┘   └────┘    │
  │  (PREV) (NEXT) (PRINT) (EXIT)        │
  └─────────────────────────────────────┘
```

The "OK" selection returns you to the main edit terminal screen. From this screen you can set up other functions on your POS device.

```
  ┌─────────────────────────────────────┐
  │ ┌──────────────────────┐   ┌────┐    │
  │ │ EDIT TERMINAL   PREV │   │ F1 │    │
  │ │                      │   └────┘    │
  │ │ #1/1:           NEXT │   ┌────┐    │
  │ │                      │   │ F2 │    │
  │ │                 SLCT │   └────┘    │
  │ │                      │   ┌────┐    │
  │ │                 EXIT │   │ F3 │    │
  │ │                      │   └────┘    │
  │ │                      │   ┌────┐    │
  │ │                      │   │ F4 │    │
  │ └──────────────────────┘   └────┘    │
  │  (PREV) (NEXT) (PRINT) (EXIT)        │
  └─────────────────────────────────────┘
```

Edit Terminal Beep

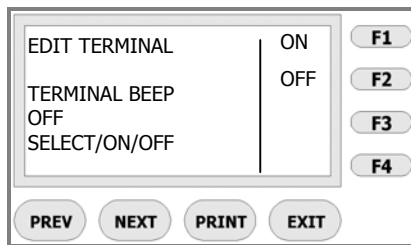The "Edit Terminal Beep" option allows you to turn the beep function on or off, depending on your preference. The "ON" command will allow the device to beep when keys are pressed. The "OFF" command will not turn the beep function off for input errors or responses.

The current command (ON or OFF) screen displays. The default is "OFF." Select "EDIT."

The "PREV" and "NEXT" selections allow you to scroll through the list of available functions. The "EDIT" selection displays the edit screen for the function you want to edit. The "EXIT" selection returns you to the setup main menu screen.

```
┌─────────────────────────────────────┐
│ ┌──────────────────────┐  ┌────┐     │
│ │ EDIT TERMINAL    PREV│  │ F1 │     │
│ │                  NEXT│  ├────┤     │
│ │ TERMINAL BEEP        │  │ F2 │     │
│ │ OFF              EDIT │  ├────┤     │
│ │                      │  │ F3 │     │
│ │                  EXIT│  ├────┤     │
│ │                      │  │ F4 │     │
│ └──────────────────────┘  └────┘     │
│  (PREV) (NEXT) (PRINT) (EXIT)        │
└─────────────────────────────────────┘
```
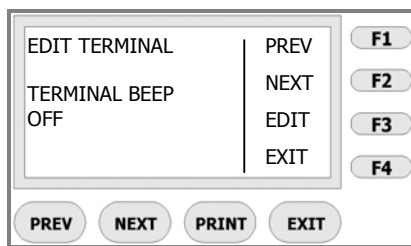
A screen displays prompting you to select the "ON" or "OFF" command for your terminal beep. Select the command by pressing the corresponding function <F> key.

```
┌─────────────────────────────────────┐
│ ┌──────────────────────┐  ┌────┐     │
│ │ EDIT TERMINAL      ON│  │ F1 │     │
│ │                   OFF│  ├────┤     │
│ │ TERMINAL BEEP        │  │ F2 │     │
│ │ OFF                  │  ├────┤     │
│ │ SELECT/ON/OFF        │  │ F3 │     │
│ │                      │  ├────┤     │
│ │                      │  │ F4 │     │
│ └──────────────────────┘  └────┘     │
│  (PREV) (NEXT) (PRINT) (EXIT)        │
└─────────────────────────────────────┘
```

The new command (ON or OFF) that you entered displays on the screen. Select "EXIT" and a screen displays that prompts you to save your changes.

```
EDIT TERMINAL          PREV     ( F1 )

TERMINAL BEEP          NEXT     ( F2 )
ON
                       EDIT     ( F3 )

                       EXIT     ( F4 )

  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```

Select "OK" to save your changes; select "CNCL" to abort your changes.

```
EDIT TERMINAL          CNCL     ( F1 )

SAVE CHANGES?            OK     ( F2 )

                                ( F3 )

                                ( F4 )

  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```

The "OK" selection returns you to the main edit terminal screen. From this screen you can set up other functions on your POS device.

```
EDIT TERMINAL          PREV     ( F1 )

#1/1:                  NEXT     ( F2 )

                       SLCT     ( F3 )

                       EXIT     ( F4 )

  ( PREV )  ( NEXT )  ( PRINT )  ( EXIT )
```